

# RightStar Inc. Authorized IT Schedule Pricelist FSC Group 70, Part I, Sections B & C ADP Services

### Special Item No. 132-33, Perpetual Software Licenses Special Item No. 132-34, Maintenance of General Purpose IT Commercial Software Special Item No. 132-51, IT Professional Services

RightStar, Inc. provides consulting, design, and implementation services for help desk and customer relationship management Inc., assisting Fortune 1000 companies and government agencies to provide exceptional service through leading technology Inc. and software.

RightStar, Inc.

1951 Kidwell Drive, Suite 110 Vienna, VA 22182 (703) 242-7200 www.rightstar.com

#### RightStar is a Small Business

Contract No:GS-35F-0592R Period Covered by Contract: May 20, 2010 to May 19, 2020

Products and ordering information in the Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. The INTERNET address GSA Advantage!® is: GSAAdvantage.gov. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov./

## **Table of Contents**

INFORMATION FOR ORDERING ACTIVITIES1
TERMS AND CONDITIONS APPLICABLE TO PERPETUAL SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-33) AND MAINTENANCE (SPECIAL ITEM NUMBER 132-34) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE8
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)11
USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS15
SAMPLE BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE16
BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"19
ATTACHMENT B: RIGHTSTAR PROFESSIONAL SERVICES PRICELIST20
ATTACHMENT C: RIGHTSTAR SOFTWARE PRODUCTS PRICELIST23

## Information for Ordering Activities SPECIAL NOTICE TO AGENCIES:

**Small Business Participation** 

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!<sup>TM</sup> on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!<sup>TM</sup> and the Federal Supply Service Home Page (www.fsa.gsa.gov) contains information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

#### 1. GEOGRAPHIC SCOPE OF CONTRACT

The scope of contract is domestic and overseas delivery.

*Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

#### 2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION

a. Ordering Address:

RightStar, Inc. 1951 Kidwell Drive, Suite 110 Vienna, VA 22182

b. Ordering Procedures. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- 2. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

CONTRACT ADMINISTRATION FOR ORDERING OFFICES: Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of

termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (1) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance: 703-242-7200

c. Payment Address:

RightStar, Inc. 1951 Kidwell Drive, Suite 110 Vienna, VA 22182

#### 3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

## 4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

- Block 9: G. Order/Modification Under Federal Schedule
- Block 16: Data Universal Numbering System (DUNS) Number: 135910698
- Block 30: Type of Contractor –B, Other Small Business
- Block 31: Woman-Owned Small Business No
- Block 36: Contractor's Taxpayer Identification Number (TIN): 94-3771867
- 4a. CAGE Code: 3H7F1
- 4b. Contractor has registered with the Central Contractor Registration Database (SAM.gov).
- 5. FOB: DESTINATION
- 6 DELIVERY SCHEDULE
  - a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER DELIVERY TIME (Days ARC	
132-33	<u>30</u> Days
132-34	<u>30</u> Days
132-51	As Agreed with Buying Agency

- b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.
- 7. **DISCOUNTS**: Prices shown are NET Prices; Basic Discounts have been deducted.
  - a. Prompt Payment: <u>0</u> % <u>30</u> days from receipt of invoice or date of acceptance, whichever is later.
  - b. Quantity None

- c. Dollar Volume None
- d. Government Educational Institutions Same as other government customers

#### 8. TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

- 9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING: N/A
- 10. SMALL REQUIREMENTS: The minimum dollar value of orders to be issued is \$ 100.
- **MAXIMUM ORDER** (All dollar amounts are exclusive of any discount for prompt payment.)
  - a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000: Special Item Number 132-33 - Perpetual Software Licenses, Special Item No. 132-34, Maintenance of General Purpose IT Commercial Software, Special Item Number 132-51 - Information Technology Professional Services

#### 12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

## 13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

## 14.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act.

Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

#### 14.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

Telecommunication products under this Schedule that do not conform to Federal Telecommunication

Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

#### 15. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
  - (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).
- **16. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:** Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (1) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

#### 17. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer:
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is http://www.gsaadvantage.gov

#### 18. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

#### 19. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
  - i. Time of delivery/installation quotations for individual orders;
  - ii. Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.

iii. Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

#### 20. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

#### N/A

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

#### 21. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

#### 22. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

#### 23. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the

furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies. The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

#### 24. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: <a href="https://docs.bmc.com/docs/display/public/itsm81/Section+508+compliance+issues;jsessionid=364768F2F0">https://docs.bmc.com/docs/display/public/itsm81/Section+508+compliance+issues;jsessionid=364768F2F0</a> 05C477FDC327C4EF38E006

The EIT standard can be found at: www.Section508.gov/.

#### 25. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:

This order is placed under written authorization from \_\_\_\_\_\_dated\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

## 26. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997) (FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

#### 27. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <a href="http://www.core.gov">http://www.core.gov</a>.

#### 28. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C.3324)

# TERMS AND CONDITIONS APPLICABLE TO PERPETUAL SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-33) AND MAINTENANCE (SPECIAL ITEM NUMBER 132-34) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE

#### 1. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software at no increase in contract price. The ordering activity must exercise its post acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

#### 2. ENTERPRISE USER LICENSE AGREEMENTS REQUIREMENTS (EULA)

The Contractor shall provide all Enterprise User License Agreements in an editable Microsoft Office (Word) format.

#### 3. GUARANTEE/WARRANTY

a. Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.

For Nlyte software, the following warranty applies:

For a period of ninety (90) days after Delivery (the "Software Warranty Period"), Licensor warrants that the Licensed Software, when Used as permitted under this Agreement, will operate substantially as described in the Documentation. Licensor does not warrant the Licensee's Use of the Licensed Software will be error-free or uninterrupted. Licensor will, at its own expense and as its sole obligation and Licensee's exclusive remedy for any breach of this warranty, use commercially reasonable efforts to correct any reproducible error in the Licensed Software reported to Licensor by Licensee in writing during the Software Warranty Period or, if Licensor determines that the Licensed Software will not be able to perform as described in the documentation after receiving written notice of such non-performance from Licensee during the Software Warranty Period, Licensor will refund to Licensee all License Fees actually paid to Licensor in respect of the Licensed Software.

- b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract. If no implied warranties are given, an express warranty of at least 60 days must be given in accordance with FAR 12.404(b)(2)
- c. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

#### 4. TECHNICAL SERVICES

Technical support services are not included in the purchase price of the software. Technical support services are available under Special Item Number 132-34 at the option of the ordering activity. To access RightStar's 24x7 customer support center please call 1-866-731-1921.

#### 5. SOFTWARE MAINTENANCE

Software Maintenance is available through the Contractor for an additional fee on an annual basis. Software Maintenance as a Product (SIN 132-33) is defined as follows.

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service.

Software Maintenance as a product is billed at the time of purchase. Invoices for maintenance service shall be paid in advance unless otherwise agreed to by the Contractor and the ordering activity.

#### 6. PERIODS OF MAINTENANCE (132-34)

- a. The Contractor shall honor orders for periods for the duration of the contract period or a lessor period of time.
- b. Term licenses and/or maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice to the Contractor.
- c. Annual Funding. When annually appropriated funds are cited on an order for term licenses and/or maintenance, the period of the term licenses and/or maintenance shall automatically expire on September 30 of the contract period, or at the end of the contract period, whichever occurs first. Renewal of the maintenance orders citing the new appropriation shall be required, if maintenance is to be continued during any remainder of the contract period.
- d. Cross-Year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month (fiscal year) period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.
- e. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the maintenance is to be terminated at that time. Orders for the continuation of maintenance will be required if the maintenance is to be continued during the subsequent period.

#### 7. CONVERSION FROM TERM LICENSE TO PERPETUAL LICENSE

Not Applicable

#### 8. TERM LICENSE CESSATION

#### Not Applicable

- 9. UTILIZATION LIMITATIONS (SIN 132-33, AND SIN 132-34)
- a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.
- b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:
  - (1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.

- (2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.
- (3) Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.
- (4) The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of disaster recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.
- (5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

#### 10. SOFTWARE CONVERSIONS - (132-33)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system, or from one computer system to another. Under a perpetual license (132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version.

#### 11. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

Product descriptions are found on RightStar's web site, <a href="www.rightstar.com">www.rightstar.com</a>, under Products.

#### 12. RIGHT-TO-COPY PRICING

Right-to-copy license pricing is not available under the scope of this contract. Right to copy is limited solely for the purpose of system backup unless otherwise so indicated.

## TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

#### 1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information
  Technology Professional Services and Special Item Number 132-52 Electronic
  Commerce Services apply exclusively to IT Services within the scope of this Information
  Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the contractor and the ordering office.

#### 2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

#### 3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

#### 4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.
- c. The Agency should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

#### 5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
  - (1) Cancel the stop-work order; or
  - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
  - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
  - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

#### 6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

#### 7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – Dec 2007) Rights in Data – General, may apply.

#### 8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering office shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

#### 9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

#### 10. ORGANIZATIONAL CONFLICTS OF INTEREST

#### Definitions.

"Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed Government contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the Government, ordering offices may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

#### 11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering office on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

#### 12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
  - (1) The offeror;

- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

#### 13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

#### 14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency in accordance with the guidelines set forth in the FAR.

#### 15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

#### 16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

See RightStar's Professional Services Pricelist (Attachment B).

## USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

#### **PREAMBLE**

RightStar Inc., Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

#### **COMMITMENT**

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small businesses to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact Richard A. Stark, 703-242-7200, <a href="dick.stark@rightstar.com">dick.stark@rightstar.com</a>, 703-242-7599 (fax).

This space left intentionally blank.

## SAMPLE BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)		
cooperative agreement to fu	rther reduce the admin	ng Act (Agency) and (Contractor) enter into a nistrative costs of acquiring commercial items from the Supply Schedule Contract(s)
sources; the development of	f technical documents, I with Federal Supply S	e contracting and open market costs such as: search for , solicitations and the evaluation of offers. Teaming Schedule Contractors in accordance with Federal
	ases from the schedule	erwork, and save time by eliminating the need for e contract. The end result is to create a purchasing and costs less.
Signatures		
Agency	Date	Contractor

DDA	MIMADED	
DPA	NUMBER	

#### (CUSTOMER NAME) BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) Blanket Purchase

		e Contractor agrees to the followin Y WITH (Ordering Agency):	g terms of a	Blanket Purchase Agreement (BPA)		
(1) are subj	The following contract items can be ordered under this BPA. All orders placed against this E subject to the terms and conditions of the contract, except as noted below:					
	MODI	EL NUMBER/PART NUMBER		*SPECIAL BPA DISCOUNT/PRICE		
(2)	Delive	ery:				
	DEST	INATION		DELIVERY SCHEDULES / DATES		
(3) agreeme		overnment estimates, but does not be		nat the volume of purchases through this		
(4)	This B	SPA does not obligate any funds.				
(5) earlier.	This B	PA expires on	_ or at the e	nd of the contract period, whichever is		
(6)	The fo	The following office(s) is hereby authorized to place orders under this BPA:				
	OFFICE			POINT OF CONTACT		
(7)	Orders	s will be placed against this BPA vi	ia Electronic	Data Interchange (EDI), FAX, or paper.		
(8) or sales		s otherwise agreed to, all deliveries at must contain the following infor		BPA must be accompanied by delivery tickets minimum:		
	(a)	Name of Contractor;				
	(b)	Contract Number;				
	(c)	BPA Number;				
	(d)	Model Number or National Stoc	k Number (l	NSN);		
	(e)	Purchase Order Number;				
	(f)	Date of Purchase;				

- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated Inc.; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

## BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.
- Customers make a best value selection.

## Attachment B: RightStar Professional Services Pricelist Special Item No. 132-51, IT Professional Services

IT Labor Category	Proposed GSA Rates with IFF
Sr. Inc. Consultant	\$201.50/hr
Sr. Program Manager	\$201.50/hr
Inc. Consultant II	\$181.25/hr
Developer	\$181.25/hr
Inc. Consultant I	\$151.12/hr

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

#### **Commercial Job Title: Senior Inc. Consultant**

Minimum/General Experience: Seven or more year's Inc. design or IT Service Management experience with an excellent working knowledge of new tools and languages in cloud-based Inc. and network and database applications. Knowledge of Oracle and SQL databases and network operating Inc.. Experience with Visual Basic, HTML, ISS, Java, and SOAP, plus final testing and documentation experience. Excellent analytical, interpersonal, and oral, and written communications skills. Appropriate certifications. Previous Inc. programming, customer support or IT Service Management consulting experience required with demonstrated ability to make presentations to executive level management for approval of complex technical solutions required.

Functional Responsibility: Provides expertise and support on new and advanced IT Service Management technologies such as Remedy to meet company's technical and business goals. Provide the highest level of customer service consistently. Research and support new IT Service Management Inc. and processes. Identify, analyze and resolve complex database and cloud-based Inc. problems. Design, configure and implement client-server Inc., high-end network and cloud-based Inc. services including Web Services. Ensure smooth installation and documentation of new software and applications in company tests and at client test sites. Advise management on changing IT Service Management Inc. and related software technologies and their impact effectively in a timely manner. Track problems and advise management of more serious problems and of trends in problems. Assist in training and provide technical advice to less senior technical design engineers. Assist in new business development by delivering network presentations for sales, for customers and at professional seminars and by responding to RFPs or proposals. Moderate travel.

**Minimum Education:** Bachelor's Degree in IT related field required. ITIL Foundation certification or higher required. BMC certification required.

#### Commercial Job Title: Senior Program Manager

Minimum/General Experience: Seven or more year's program management experience with excellent working knowledge of ITIL processes, IT Service Management and related applications. Senior Program Managers are the lynchpin in the day-to-day management of client projects and are responsible for delivery of on-brief, on-time, and on-budget projects from kick-off to completion. Appropriate certifications required. Previous project management and quality assurance experience required with demonstrated ability to make presentations to executive level management for approval of complex technical solutions required. Contract negotiation experience preferred.

**Functional Responsibility:** Requires working knowledge of IT Service Management Inc. and ITIL processes to meet company's technical and business goals. Provide the highest level of customer service consistently. Research and understand IT Service Management Inc. and processes. Delegate work flow and human resources from start to finish of project. Bridge between Sales, Consultants, Developers, and clients communicating well with both technical and non-technical personnel. Handle multiple projects while showing strong knowledge and understanding of current project management methodologies. Assist in new business development by delivering network presentations for sales, for customers, and at professional seminars and by responding to RFPs or proposals. Moderate travel.

**Minimum Education:** Bachelor's Degree in IT related field or Bachelor's degree in non-IT related field if over 10 year experience in Project Management. PMP (required) and ITIL Expert (desired).

#### Commercial Job Title: Inc. Consultant II

Minimum/General Experience: Five or more year's Inc. design and integration experience in IT Service Management or related system projects including at least four years in database, cloud, and network applications. Project plans development, equipment installation and configuration, programming in a high level programming language, final testing, and documentation experience required. Experience with Visual Basic, HTML, ISS, Java, and SOAP, plus final testing and documentation experience. Very good interpersonal, communications, analytical and organizational skills. Demonstrated ability to make presentations to executive level management for approval of complex technical solutions required.

Functional Responsibility: Consults, design, implements, and trains IT Service management and related Inc.. Provide the highest level of customer service consistently. Develops and maintains excellent customer relationships. Identifies customer needs and designs expert-based Inc. to meet specific customer requirements. Develops ITSM incident, change, configuration, and problem resolution Inc., complex technical interfaces, and associated databases. Defines critical project elements within system design and programming efforts including timelines and recommended team composition. Prepares required reports and documentation. Provides quality assurance through contact with current customers and evaluates customer satisfaction contracts. Recommends quality improvements to ensure superior quality, high value solutions are delivered. Researches, evaluates, and recommends emerging technologies to improve RightStar services. Provides technical information for development of contract proposals. Identifies and helps develop potential business opportunities within existing accounts. Develops and maintains knowledge of emerging technologies and Inc.. Plans, develops and delivers internal training and helps identify RightStar training needs. Trains and advises less senior technical staff. Travel required.

**Minimum Education:** Bachelor's Degree in IT related field required. ITIL Foundation certification or higher required. BMC certification required.

#### **Commercial Job Title: Developer**

Minimum/General Experience: Five or more year's of development experience in large, diversified ITSM or related system projects including at least four years in four years in database, cloud, and network applications. development, equipment installation and configuration, programming in a high level programming language, final testing, and documentation experience required. Knowledge of Visual Basic, HTML, ISS, Java, Web Services, and SOAP. Very good interpersonal, communications, analytical and organizational skills. Demonstrated ability to make presentations to executive level management for approval of complex technical solutions required.

Functional Responsibility: Provides, designs and programs ITSM and related Inc.. Provide the highest level of customer service consistently. Develops and maintains excellent customer relationships. Identifies customer needs and designs expert-based Inc. to meet specific customer requirements. Develops ITSM incident, change, configuration, knowledge, and problem resolution Inc., complex technical interfaces, and associated databases. Defines critical project elements within system design and programming efforts including timelines and recommended team composition. Prepares required reports and documentation. Provides quality assurance through contact with current customers and evaluates customer satisfaction contracts. Recommends quality improvements to ensure superior quality, high value solutions are delivered. Researches, evaluates, and recommends emerging technologies to improve RightStar services. Provides technical information for development of contract proposals. Identifies and helps develop potential business opportunities within existing accounts. Develops and maintains knowledge of emerging technologies and Inc.. Plans, develops and delivers internal training and helps identify RightStar training needs. Trains and advises less senior technical staff. Moderate travel.

**Minimum Education:** Bachelor's Degree in IT related field required. ITIL Foundation certification or higher required. BMC certification required.

#### Commercial Job Title: Inc. Consultant I

Minimum/General Experience: Three or more year's Inc. design and integration experience in large, diversified network or related system projects including at least four years in client/server technologies. Project plans development, equipment installation and configuration, programming in a high level programming language, final testing, and documentation experience required. Knowledge of Oracle and SQL databases and network operating Inc.. Experience with Visual Basic, HTML, ISS, and SOAP. Very good interpersonal, communications, analytical and organizational skills. Demonstrated ability to make presentations to executive level management for approval of complex technical solutions required.

Functional Responsibility: Provides, designs and programs expert-based Inc..

Provide the highest level of customer service consistently. Develops and maintains excellent customer relationships. Identifies customer needs and designs expert-based Inc. to meet specific customer requirements. Consults, design, and implements ITSM incident, change, configuration, knowledge, and problem resolution Inc., integrations, and associated databases. Defines critical project elements within system design and programming efforts including timelines and recommended team composition. Prepares required reports and documentation. Provides quality assurance through contact with current customers and evaluates customer satisfaction contracts. Recommends quality improvements to ensure superior quality, high value solutions are delivered. Researches, evaluates, and recommends emerging technologies to improve RightStar services. Provides technical information for development of contract proposals. Identifies and helps develop potential business opportunities within existing accounts. Develops and maintains knowledge of emerging technologies and Inc.. Plans, develops and delivers internal training and helps identify RightStar training needs. Trains and advises less senior technical staff. Moderate travel.

**Minimum Education:** Bachelor's Degree in IT related field required. ITIL Foundation certification or higher required. BMC certification preferred.

## Attachment C: RightStar Software Products Pricelist Special Item No. 132-33, Perpetual Software License Special Item No. 132-34, Maintenance of General Purpose IT Commercial Software

### **Nylte Software**

SKU	Product Description	GSA Price
NLYTE-ENT	NLYTE Enterprise Edition per rack	\$719.36
NLYTE-HBM	Nlyte Mobile Audit per rack	\$137.02
NLYTE-DCM	Nlyte Server Energy Management per rack	\$137.02
NLYTE-BMC-REMEDY	Nlyte Connector to BMC Remedy per rack	\$137.02
NLYTE-BMC-ATRIUM	Nlyte Connector to BMC Atrium per rack	\$137.02
NLYTE-BMC-ADDM	Nlyte Connector to BMC ADDM per rack	\$137.02
NLYTE-HP-SVCM	Nlyte HP Service Manager Connector per rack	\$137.02
NLYTE-HP-CMDB	HP uCMDB Connector per rack	\$137.02
NLYTE-VMWARE	Vmware vCenter Connector per rack	\$137.02
NLYTE-HPIC	HP Insight Connector per rack	\$137.02
NLYTE-RFCAM	Nlyte Connector for RFCode Asset Manager	\$137.02
NLYTE-SPL	Schneider PowerLogic Connector per rack	\$68.51
NLYTE-NTBTZ	Schneider NetBotz Connector per rack	\$68.51
NLYTE-EMRSS	Emerson SiteScan Connector per rack	\$68.51
NLYTE-MARDIX	Mardix (PDU) Connector per rack	\$68.51
NLYTE-FLATFILE	Flatfile Metrics & Event Import per rack	\$68.51
NLYTE-SPM	Server Technology WEB SPM interface per rack	\$68.51
NLYTE-UNITE	Unite/Panduit Technology sensors per rack	\$68.51
NLYTE-ENT-SSUP	Nlyte Enterprise Edition - Standard Support per Year- per rack per year	\$129.48
NLYTE-HBS-SSUP	Nlyte Mobile Audit- Standard Support per Year- per rack per year	\$24.66
NLYTE-DCM-SSUP	Nlyte Server Energy Management- Standard Support per Year- per rack per year	\$24.66
NLYTE-BMC-ADDM-SSUP	Nlyte Connector to BMC Remedy- Standard Support per Year- per rack per year	\$24.66
NLYTE-BMC-REMEDY-SSUP	Nlyte Connector to BMC Atrium- Standard Support per Year- per rack per year	\$24.66
NLYTE-BMC-ATRIUM-SSUP	Nlyte Connector to BMC ADDM- Standard Support per Year- per rack per year	\$24.66
NLYTE-HP-SVCM-SSUP	Nlyte HP Service Manager Connector- Standard Support per Year- per rack per year	\$24.66
NLYTE-HP-CMDB-SSUP	HP uCMDB Connector- Standard Support per Year- per rack per year	\$24.66
NLYTE-VMWARE-SSUP	Vmware vCenter Connector- Standard Support per Year- per rack per year	\$24.66
NLYTE-HPIC-SSUP	HP Insight Connector- Standard Support per Year- per rack per year	\$24.66
NLYTE-RFCAM-SSUP	Nlyte Connector for RFCode Asset Manager Standard Support per Year- per rack per year	\$24.66

NLYTE-SPL-SSUP	Schneider PowerLogic Connector- Standard Support per Year- per rack per year	\$12.33
NLYTE-NTBTZ-SSUP	Schneider NetBotz Connector- Standard Support per Year- per rack per year	\$12.33
NLYTE-EMRSS-SSUP	Emerson SiteScan Connector- Standard Support per Year- per rack per year	\$12.33
NLYTE-MARDIX-SSUP	Mardix (PDU) Connector- Standard Support per Year- per rack per year	\$12.33
NLYTE-FLATFILE-SSUP	Flatfile Metrics & Event Import- Standard Support per Year- per rack per year	\$12.33
NLYTE-SPM-SSUP	Server Technology WEB SPM interface- Standard Support per Year- per rack per year	\$12.33
NLYTE-UNITE-SSUP	Unite/Panduit Technology sensors- Standard Support per Year- per rack per year	\$12.33